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Compass - A New Direction in Data Management

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ABSTRACT

Supporting our scientists by avoiding duplication of their effort is vital for successful implementation of the USGS requirement of Data Management Plans (**DMP**). The USGS Coastal and Marine Geology Program (CMGP), plans to expand the functionality of an internally developed system called Compass. **Compass** was recently created to ensure that all federally funded data collections be managed and preserved for the CMGP offices in Woods Hole, MA, St. Petersburg, FL, and Santa Cruz, CA. In addition to maintaining metadata about field activities and linking data collected by projects, we are working to increase Compass' functionality to include creating, managing, and updating DMPs, since much of the information is currently collected for active projects in Compass.

EXECUTIVE SUMMARY

Implementing Data Management Plans in CMGP

A team of CMGP data managers have been meeting biweekly since February 2015 to develop this recommendation for implementing the new USGS requirement that all projects have Data Management Plans (DMPs). In general terms our recommendation is this:

- Use existing **Compass resources**.

- Establish required **DMP elements**.

- Implement, with guidance.

- Refine and improve.

	Compass resources	DMP elements
PROJECT OVERVIEW	Project Name Basis number Principal Investigator Information Specialist Lead Organization Collaborating agencies	Project Start Date (dd/mm/yy) Project End Date (dd/mm/yy) Summary of project
PLAN AND ACQUIRE	Will field activity data be collected (yes/no)? Will data be generated through other methods? Will data be received from outside? Type of data/information Date file formats Estimated volume of data Where will data be stored?	Who is responsible for any post-processing or QA/QC? Who is responsible for creating metadata? What amount of time has been planned for your information specialist to complete data management tasks?
MANAGE DATA	Describe the format Who will create the metadata? Procedures used to ensure data quality (QA/QC) Supporting doucments (i.e., fieldbooks) Where will orginal data be stored? Where will backups of data be stored?	Who will be responsible for the storage of the data?
PRESERVE DATA	Where does the project plan to store data? Who will be responsible for submitting data?	How long do you expect the data your project collects to be useful to science?
PUBLISH SHARE	How are the data going to be published? What will the name of your project webpage be? Will there be any data access or use restrictios?	Publication DOI Data DOI

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